

ADVISORY COUNCIL 2002 Member Recruitment – Fact Sheet

Introduction

In January 1998, Charles O. Rossotti, Commissioner, Internal Revenue, announced his plan to reorganize the Internal Revenue Service (hereinafter "IRS"). Consistent with the Restructuring and Reform Act of 1998, the plan emphasized taxpayer rights and contemplated a new, modernized IRS, refocused on providing top quality taxpayer service. To meet these objectives, the IRS was restructured into four operating divisions, Large & Midsize Business (hereinafter "LMSB"), Small Business & Self-Employed (hereinafter "SB/SE"), Tax Exempt & Government Entities (hereinafter "TEGE"), and Wage & Investment (hereinafter "W&I"); each dedicated to the specific needs of similarly situated taxpayer segments. This centralized focus was intended to facilitate uniform and consistent practices across geographic areas.

Three elements were and remain vital to the success of the modernization effort: (i) all participants in, and observers of, the reorganization process must accept realistic time requirements for full implementation/integration; (ii) the critical nature of resource support for purposes of ensuring successful implementation; and (iii) the continued interest and support of key stakeholders.

The Internal Revenue Service Advisory Council (hereinafter "IRSAC") conveys the public's perception of IRS' activities and, as such, played a significant role as external evaluator regarding conceptualization of the reorganization and its implementation. The commentary and assistance provided by the IRSAC during the modernization effort were particularly helpful. As transition to the new organization nears completion, the Council will continue to advise the IRS regarding tax administration policy, programs, and initiatives, and it is contemplated that similar significance will attach to the Advisory Council's advice in addressing new challenges as the new IRS moves forward.

Background

Authorized under the Federal Advisory Committee Act, Public Law No. 92-463, the first Advisory Group to the Commissioner of Internal Revenue – or the Commissioner's Advisory Group ("CAG") – was established in 1953 as a "national policy and/or issue advisory committee." Renamed in 1998 to reflect the agency-wide scope of its focus as an advisory body, the IRSAC's primary purpose is to provide an organized public forum for senior IRS executives and representatives of the public to discuss relevant tax administration issues. As an advisory body designed to focus on broad policy matters, the IRSAC reviews existing tax policy and/or recommends policies with respect to emerging tax administration issues. As such, the IRSAC suggests operational improvements, offers constructive observations regarding current or proposed IRS policies, programs, and procedures, and advises the Commissioner with respect to issues having substantive effect on federal tax administration.

Conveying the public's perception of IRS activities to the Commissioner, the IRSAC is comprised of individuals who bring substantial, disparate experience and diverse backgrounds to bear on the Council's activities. Membership is balanced to include representation from the taxpaying public, the tax professional community, small and large businesses, state tax administration, and the payroll community.

Desired Skills and Qualifications

To be a member of the IRSAC, a strong tax or business background, practical experience, and the ability to interact in a diversified environment are required. The IRSAC should mirror a diverse taxpayer/stakeholder base. As such, the IRS is seeking applicants with backgrounds that include several of the following: (i) experience applying tax law in the resolution of complex tax issues; (ii) development and implementation of customer service initiatives and tools; (iii) experience advising and/or as a business owner implementing business management and improvements; (iv) establishment of successful

strategic partnerships; and (v) problematic situations/issues viewed from a "macro" perspective.

Commitments

IRSAC members are expected to attend all public meetings and formal working sessions conducted during his/her respective term on the Council. Members typically serve a two-year-term with the possibility of serving one additional year at the Commissioner's discretion. During a regular year, members will participate in two public meetings that are open to the public under the Federal Advisory Committee Act. Members also take part in at least two working sessions and all new members attend an orientation session. These meetings generally are conducted in Washington, D.C.

The agenda for each public meeting is developed jointly by the Advisory Council, the IRS and is approved by the Commissioner. The IRSAC is further segmented into subgroups that mirror the new structure and work with IRS counterparts to address specific, as well as *ad hoc*, tax administration issues on which the Commissioner requires external advice and/or guidance.

Annual federal income tax, FBI, and practitioner checks are required of all IRSAC members and applicants to the Council. Members are not paid for their services. However, travel expenses for public meetings and orientation sessions, such as airfare, per diem, and transportation to and from airports, train stations, etc., are reimbursed within prescribed federal travel limitations. Members are responsible for all expenses incurred to attend working sessions, as well as other incidental expenses such as telephone fax, and postage charges.

To Apply

Should you wish to apply for membership in the IRSAC, please complete the membership application and tax check waiver and return to the address specified on the application. Ms. Lorenza Wilds, National Public Liaison, Planning & Advisory Councils Branch, will contact you to confirm receipt of your application and will keep you informed regarding the status of your application. Applicants may be asked to participate in an in-person or telephone interview prior to making final selections.

For Additional Information, Please Contact

Ms. Lorenza Wilds
Internal Revenue Service
National Public Liaison
Planning & Advisory Councils Branch
CL:NPL:PAC, Room 7565 IR
1111 Constitution Avenue, NW
Washington, D.C. 20224

202-622-6440
202-927-5253(Fax)
[*public_liaison@irs.gov](mailto:public_liaison@irs.gov)

Advisory Council - Membership Application

Please complete this application and return it to the following address by no later than CLOSE OF BUSINESS on SEPTEMBER 30, 2001

Internal Revenue Service
National Public Liaison
CL: PL - Room 7559 IR
Attn:Lorenza Wilds
1111 Constitution Avenue, NW
Washington, DC 20224

You may also fax your application to: **202-927-5253**

PART I

Name	Maiden name or other name(s) used and date(s) <i>(required for FBI check)</i>	
Home Address	Home telephone number	
City	State	ZIP Code
Date of birth <i>(required for FBI check)</i>	City and State of Birth <i>(required for FBI check)</i>	
Business name		
Business address		Job title
City	State	ZIP Code
Business telephone number	Business FAX number	E-mail address

PART II

Please complete the attached tax check waiver form.

PART III - Desired Skills and Qualifications

Please submit a short (one or two page) statement, including recent examples, addressing your specific skills and qualifications as they relate to the following:

- Applying tax law knowledge in the resolution of complex tax issues.
- Experience developing and implementing customer service initiatives and tools.
- Experience in business management and improvement.
- Experience in business management and improvement.
- Experience establishing successful strategic partnerships.
- Experience working in a multi-cultural/multi-lingual environment.
- Ability to examine issues from a "macro" viewpoint, and effectively communicate your views and recommendations about these issues.

PART IV

Please attach a copy of your resume, to include prior Treasury and/or IRS employment $\frac{3}{4}$ please state position(s), title(s), and dates of employment. In addition, please list professional credentials, membership in professional organizations, and local liaison activities with IRS, if applicable.

PART V

Have you ever been a member of the Internal Revenue Service Advisory Council (formerly known as CAG), Art Advisory Panel, Electronic Tax Administration Advisory Committee, Tax Exempt Advisory Committee or Information Reporting Program Advisory Committee? If so, please include dates of membership.

PART VI

Presently, (*I am*, **or** *I am not*) required to register as an agent of a foreign principal under the **Foreign Agents Registration Act (FARA)**, as amended. **NOTE:** Pursuant to 18 U.S.C. Section 219, an individual who is required to register as an agent of a foreign principal under the FARA is prohibited from serving on the Advisory Council. By executing this application for membership, you agree that: (1) if you are required to register as an agent of a foreign principal under the FARA before your term on the Advisory Council commences, you will terminate any and all such agencies prior to beginning your tenure and provide appropriate verification; and, (2) you will immediately resign from the Advisory Council if you become such an agent at any time during your term.

PART VII

I certify that to the best of my knowledge and belief, all of my statements are true, correct, complete, and made in good faith.

Signature	Date
-----------	------

PRIVACY ACT STATEMENT

The Privacy Act of 1974 requires that when we ask you for information about yourself, we state our legal right to do so, tell you why we are asking for it, and how it will be used. We must also tell you what could happen if we do not receive it, and whether your response is voluntary, required to obtain a benefit, or mandatory. Our legal right to ask for the information is Public Law 92-463 and Executive Order (E.O.) 9397. We are asking for the information in order to perform Federal income tax, FBI, and practitioner checks as required of all members and applicants to the Internal Revenue Service Advisory Council.

Supplying the information is voluntary and not directly required by law, but facilitates the processing of your application for membership in the IRS Advisory Council. Requesting your social security number, which is solicited under authority of E.O. 9397, is also voluntary and no right, benefit, or privilege provided by law will be denied as a result of refusal to disclose it. However, not providing all or any part of the information may limit consideration of your application.

Tax Check Waiver

I am signing this waiver to permit the Internal Revenue Service (IRS) to release information about me which would otherwise be confidential. This information will be used in connection with my application for/appointment to/membership in the IRS Advisory Council. This waiver is made pursuant to 26 U.S.C. 6103(c).

I request that the IRS' Office of Government Liaison and Disclosure release the following information to the appropriate IRS officials, including but not limited to the Director, Office of National Public Liaison.

Check One:

1. Have I failed to timely file a Federal income tax return by the required due date (determined with regard to any extension(s) of time for filing) for any of the last three years for which filing of a return might have been required? (NOTE- If the filing date [without regard to extensions] and normal processing period for the most recent year's return has not yet elapsed on the date IRS receives this waiver, and the IRS records do not indicate a return for the most recent year, the "last three years" will mean the three years preceding the year for which returns are currently being filed and processed.) No Yes

2. Have I failed to pay any tax, penalty, or interest liability during the current or last three calendar years within 10 days of the date on which the IRS gave notice of the amount due and requested payment? No Yes

3. Am I now or have I ever been under investigation by the IRS for possible criminal offenses? No Yes

4. Has any civil penalty for fraud been assessed against me during the current or last three calendar years? No Yes

5. If a return for any of the last three years was not filed, please explain why. If there was insufficient income to meet filing requirements or filing requirements were met by filing with a foreign tax agency (e.g., *Puerto Rico or the Virgin Islands*), please describe the circumstances on page 2. No Yes

Names and Addresses shown on last three returns (if different from the information shown on page 2).

Year	Name(s)	Address
1. 19 ____	_____	_____
	_____	_____
2. 19 ____	_____	_____
	_____	_____
3. 19 ____	_____	_____
	_____	_____

